

ADA Policy Language

ADA Non-Discrimination Notice

NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), First Nebraska Bank will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities.

Employment:

First Nebraska Bank does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under Title I of the ADA.

Effective Communication:

First Nebraska Bank will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in First Nebraska Bank's programs, services and activities, including various ways of making information and communications accessible to people who have speech, hearing or vision impairments.

Modifications to Policies and Procedures:

First Nebraska Bank will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services and activities.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a First Nebraska Bank program, service or activity, should contact info@firstnebraska.bank and the ADA Coordinator will contact you.

The ADA does not require First Nebraska Bank to take any action that would fundamentally alter the nature of its programs or services, or impose any undue financial or administrative burden.

Complaints that a First Nebraska Bank program, service or activity is not accessible to persons with disabilities should be directed to info@firstnebraska.bank and the ADA Coordinator will contact you.

First Nebraska Bank will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy.

Grievance Procedure Under the Americans with Disabilities Act

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 (ADA). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs or benefits by First Nebraska Bank. First Nebraska Bank's Personnel Policy governs employment-related complaints of disability discrimination.

The Complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant; and location, date and description of the alleged discrimination. Alternative means of filing complaints, such as personal interviews or tape recording of the complaint, will be made available for persons with disabilities upon request. A First Nebraska Bank ADA Grievance Form can be requested by contacting info@firstnebraska.bank or see the attached form at the bottom of this document.

The complaint should be submitted by the complainant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to info@firstnebraska.bank.

Within 15 calendar days after receipt of the complaint, the ADA coordinator or their designee will meet with the complainant to discuss the complaint and the possible resolution. Within 15 calendar days of the meeting, the ADA coordinator or their designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, braille or audiotape. The response will explain First Nebraska Bank's position and offer options for substantive resolution of the complaint.

If First Nebraska Bank's response does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to: Heather Krieger, Administrator State Unit on Aging Nebraska Department of Health and Human Services P.O. Box 95026 301 Centennial Mall – South Lincoln, NE 68509.

Within 15 calendar days after receipt of the appeal, the Administrator or her designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the Administrator or her designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by the ADA Coordinator or their designee, appeals to the Administrator or her designee, and responses from these two offices will be retained by First Nebraska Bank for at least three years.

AMERICANS WITH DISABILITIES ACT GRIEVANCE FORM

GRIEVANT INFORMATION

Grievant:

Address:

City: State:

Zip Code:

Home Phone:

Other Phone:

Person Alleging Violation of the Title II (if other than grievant above)

Name:

Address:

City:

State:

Zip Code:

Home Phone:

Other Phone:

Person or Location (Office) Alleged to be in Violation

Name:

Address:

City: State:

Zip Code:

Phone:

Date the Violation Occurred:

Description of Violation:

Has the case been filed with DOJ or other government agency or court?

Section B (If you answered YES on the previous question)

Agency of Court:

Contact Person:

Address:

City:

State:

Zip Code:

Phone:

Date Filed:

Other Comments:

Signature_____ Date_____